

Annual Report

April 1, 2007 to March 31, 2008

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Community Futures

Growing communities one idea at a time.



Board Chair and General Manager Message

Another year gone by brings Community Futures Sun Country into its **20th year in Business!** The past year has brought its share of challenges in our area, especially in terms of economic change and uncertainty. Our region, like many others throughout British Columbia, continues to struggle with dependence on the natural resource sector and with an ever changing economic climate. Still, Community Futures Sun Country continues to be proactive and proud of what we have accomplished over the past year.

Community Futures Sun Country continues to offer support and loans to new and existing businesses. We pride ourselves on the services provided to businesses in the Sun Country area. As a catalyst in our communities, we are always looking for ways to assist with strengthening local skills and entrepreneurship, and providing opportunities to enhance community capacity and regional prosperity. This year Community Futures Sun Country was the proud **recipient of the Investment Portfolio Award**; an annual award based on the outstanding performance of the investment portfolio compared to the other 33 offices in British Columbia.

Unfortunately, we had to say goodbye to two of our board members. Kevin Taylor and Barb Spooner stepped down this year. We want to thank them for all of their hard work and commitment over the years and are confident that they will continue to make a difference in their respective communities.

The CF Board of Directors, management and staff look forward to the exciting new opportunities for the region in the coming year.

Sincerely,



Jim Ryan
Chairperson

Debbie Arnott
General Manager

Mission Statement

“To plan and initiate development of our area through the promotion and facilitation of cooperative activities dedicated to the social, environmental and economic well-being of our citizens and communities.”

2008 – 2009 Strategic Priorities

Short-Term Strategies: (up to 2 years)

- Update policy to add “Green” loan fund
- Develop and deliver training – marketing, bookkeeping, business planning
- Increase amount of BDO travel
- Revitalize partnerships in the communities and financial institutions
- Implement new CF logo and market in the region

Long-Term Strategies:

- Increase loan fund profile
- Build capacity of business owners/operators
- Raise the profile of the Business Development officer
- Develop a marketing plan
- Revitalize Community Futures – small business center and profile the CF as a one stop office for business information and support



Our Strategic Priorities Last Year

Long-Term Goals: (up to 5 years)

- To have each of the communities we service develop a Vision and long and short term goals to achieve their vision and community plan.

Short-Term Strategies: (up to 2 years)

- Leadership development
- Market the loan portfolios
- Satellite office in Hope B.C.

Accomplishments:

- A Vision has been created for the Community of Ashcroft. The General Manager continues to Chair the regular meeting and support the process
 - Forums have been held in the communities of Clinton, Lytton, Hope, Logan Lake, Spences Bridge and Savona.
- Have made contacts with leaders in the communities and developed a program through skills path.
- Completed a survey to find out what the clients wanted/needed and the best time of year that would be best for the program to be delivered
- Secured office space in Hope, B.C. and established a satellite office in Hope B.C.

Winner of "Investment Fund Award" from Community Futures BC

Community Futures Sun Country was the proud winner of the second Annual Community Futures Investment Fund Portfolio Award.

Community Futures British Columbia judged the entries based on robustness, growth and accessibility of the investment portfolio. We were also judged on assistance in expansion of new and innovative businesses across sectors and at different business stages. Out of all of the entries CF Sun Country came out on top!



About Community Futures

Community Futures Sun Country is:

- Locally autonomous
- Not-for-Profit
- Governed by a volunteer Board of Directors
- Community-driven
- Committed to local & regional economic development in all industry sectors
- Partnership oriented
- Apolitical

Community Futures Sun Country receives funding support from Western Economic Diversification (WD) to assist in delivering programs. The organization is *NOT* a government department or agency, although it often delivers services for all levels of government. The organization collaborates with government, corporate and community partners in order to deliver programs locally. Some of these programs include:

- Business Loan Programs
- OneStop Business Registration
- Business Resource Library
- Business Counseling



Located at 203 Railway Avenue in Ashcroft, Community Futures Sun Country services a large geographical area that stretches from 70 Mile House in the north to Hope in the south and from Logan Lake in the east to Gold Bridge in the west. The service area covers approximately 35,000 square kilometers and the region's population is approximately 25,000.

The corporation offers a variety of entrepreneurial programs, business counseling, loan programs and business information to community members interested in expanding or starting their own business.

In addition to providing financial and technical support to small business in our area, Community Futures Sun Country is active in delivering a wide range of community economic development programs which benefit local and regional small business.

Board of Directors

Community Futures Sun Country is governed by a volunteer Board of Directors which is dedicated to community economic development in the region.

Committees:

- Personnel
- Finance and Loan
- Policy and Development
- Thompson Country Self Employment Selection

The Volunteer Directors:



Jim Ryan, Resident of Spences Bridge
Chairperson

Jim has lived in the area since 1992. He has worked extensively in the tourism industry and is currently employed as a project manager for Telus Corp.



John White, Resident of Clinton
Honorary Secretary Treasurer

John has served with CF since 1997 as Director and/ or Vice-Chair. Other experience includes Board and committee membership with the local Chamber, Credit Union, and numerous other community groups. John is a retired Government Agent. John currently serves as a Councilor for the Village of Clinton.



Jane Bryson, Resident of Lillooet
Director

Jane has been a resident of Lillooet since 1967. Over the years, she has been a strong advocate and volunteer for Lillooet and has worked extensively to promote tourism, economic and educational services in the region. Jane works with the Thompson Rivers University.



Michael Cobbe, Resident of Ashcroft

Director

Michael's background is in tourism and he has extensive experience in the resort and restaurant industries. Now retired, Michael serves on the Friends of Historic Hat Creek Ranch and has been a CF Board member since 1995.



Laurie French, Resident of Hope

Director

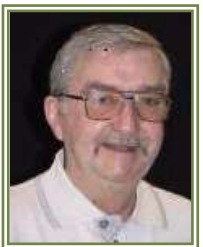
Laurie is a long time resident of Hope and has operated a number of local businesses. He has been a dedicated member of our Board for many years, both as Director and as Chair, and has made significant contributions to the Hope Chamber of Commerce and Lions Club. Laurie currently serves as a Councilor for the District of Hope.



Sandra Gaspard, Cache Creek / Ashcroft

Director

Sandra has a strong background in Business Management and as a leader in the development of the Historic Hat Creek Ranch. Her focus is the culture and traditions of the Shuswap First Nations People. She has also represented the Bonaparte Indian Band as a Councilor.



Al Kemp, Resident of Logan Lake

Director

Al has served with CF since 2004. He brings with him a wealth of experience and knowledge regarding the local area, having served on Logan Lake council for 17 years (12 yrs as mayor), and on the TNRD for 12 years (3 yrs as chair). Al currently serves as a Councilor for the District of Logan Lake.



Scott Medlock, Resident of Hope

Director

Scott Medlock is a resident of Hope and manages an auto parts store. Scott is involved in the Hope Lions Club serving as 1st Vice President and also works with the Hope and District Chamber of Commerce as a director. Scott is also a member of the volunteer fire department and a director with the Brigade day committee.

Community Futures Sun Country Organizational Chart



Community Futures Sun Country Staff Members



Debbie Arnott
General Manager

Debbie is responsible for the overall operations of the Corporation, including negotiating programs for the area. She has a passion and years of experience in community economic development, and works hard to try and ensure that programs remain in the rural communities that are serviced by Community Futures.



Linsie Lachapelle
Receptionist / Information Officer

Linsie is one of the Receptionist / Information Officers for Sun Country. She provides secretarial, administrative and reception support to the Sun Country administration office. Linsie also provides research, support and information services to existing and future clients.



Terry Daniels
Receptionist / Information Officer

Terry is the other of the Receptionist / Information Officers for Sun Country. She performs and shares the same duties as Linsie.



Janna Kinvig
Accounting Clerk

Janna is the Accounting Clerk and is responsible for assisting the General Manager in the management and administration of the Corporation's financial affairs, including operations and loans.



Ian Wiebe
Business Development Officer

Ian works with clients interested in starting or expanding their business. He assists with business planning and loan applications. Ian facilitates a number of workshops pertaining to small business including business planning and marketing.



Community Futures Program & Service Delivery

General Services



Business Resource Library

The office has hundreds of books available to assist clients in nearly every aspect of business. Everyone is welcome to browse the library and borrow a book or two at no cost. Arrangements can be made to have books delivered to communities within our service area. A wide selection of videos is also available. Please visit the company website for the list at www.cfsun.ca.

Public Computer Access

There is a computer in the reception area complete with the most updated versions of programs including Windows Vista, and Microsoft Office 2007 Professional. Computer use is available to clients and to the general public free of charge to assist with business research and business plan development.



Number of Clients Community Futures Sun Country has assisted with business support

- April 2007 – March 2008 – 1,794
- April 2006 – March 2007 – 3,016
- April 2005 – March 2006 – 4,307
- April 2004 – March 2005 – 5,985
- April 2003 – March 2004 – 5,505
- April 2002 – March 2003 – 5,952
- April 2001 – March 2002 – 7,595
- April 2000 – March 2001 – 5,978
- April 1999 – March 2000 – 5,233
- April 1998 – March 1999 – 2,819

****Sun Country has supported over 48,000 clients in the past ten years****

OneStop Business Registry



This service allows clients to complete and submit registrations quickly and efficiently with provincial, federal and municipal departments. Some examples include PST, GST, Corporate Registry and WorkSafe BC to name a few.

Business Counseling

One-on-one business counseling is available to anyone who is interested. This service is confidential and free of charge.

Marketing Initiatives

Community Futures Sun Country engages in a number of marketing initiatives to ensure that it and its programs are both visible and accessible throughout the service area. This year, the following marketing initiatives were carried out:

The Entrepreneurs

- 4-page monthly newsletter
- Announces new programs & upcoming events
- Published in-house with a distribution of approximately 900 businesses and individuals

Mail Drops

- Done regularly to share information about programs
- Distribution - approximately 10,000 homes & businesses

Media Contacts

- Press releases are sent to regional media announcing events and programs offered through the Community Futures Sun Country office

Community Visits

- Delivered a number of community forums
- Business Development Officer and General Manager visit the communities on a regular basis, meeting with existing and new entrepreneurs

Website

- The Community Futures Sun Country website (www.cfsun.ca) is updated and maintained to provide key information and resources to the organization's clients and member

Trade Shows

- Community Futures Sun Country attends trade show in Logan Lake

Loans Program

Community Futures Sun Country is *growing communities one idea at a time*. It provides secured, repayable loans to start up or expand business within its region. The organization has direct access to a number of different loan funds.

Loan Fund Assets

	31-Mar-06	31-Mar-07	31-Mar-08
Regular Investment Loan Fund	\$ 893,489	\$ 955,809	\$1,042,095
Youth Loan Fund	255,162	266,041	277,660
FCBP Loan Fund	264,738	278,344	290,905
Disabled Entrepreneur Loan Fund	244,202	261,413	281,851
Total	\$ 1,657,591	\$ 1,761,607	\$1,892,511

Total Loans (since inception)

Community	Number of Loans	Value of Loans	Average Loan Amount
Ashcroft	61	\$ 1,236,421.37	\$ 20,269.20
Boston Bar	1	23,107.86	23,107.86
Bralone	1	83,267.00	83,267.00
Cache Creek	33	773,674.00	23,444.67
Clinton	34	791,580.66	23,281.78
Hope	22	1,088,198.15	49,463.55
Lillooet	23	994,716.09	43,248.53
Logan Lake	38	994,439.12	26,169.45
Lytton	11	254,167.74	23,106.16
Savona	8	266,170.32	33,271.29
Spences Bridge	8	209,819.31	26,227.41
Total	240	\$ 6,715,561.62	\$ 34,077.90

Community Futures ...Leaders in Community Economic Development



Community Economic Development

Community Futures Sun Country is committed to *Community Economic Development (CED)* in the region. Presentations are made to village councils, chambers of commerce, community organizations and interested groups on a regular basis in order to establish, foster and maintain community partnerships with other agencies, stakeholders and service providers within the region.

Community Futures Sun Country also assists organizations with accessing funding from a variety of sources. Over the past year, the Community Futures has been successful in acquiring and/or leveraging CED program funding in the Sun Country region. Some of the projects initiated, completed or participated in during the past year include:

- Planning sessions for Spences Bridge Coalition
- Community response to Crystal Methamphetamine for the communities of Ashcroft, Clinton and Logan Lake

CED Projects

Community Responses to Crystal Methamphetamine

Community Futures Sun Country in partnership with the Villages of Ashcroft and Clinton and the District of Logan Lake have come together to provide relevant information on methamphetamine to youth and the communities. The program was designed to raise awareness about prevention strategies, drug use indicators, long term effects, and the risks associated with drug use-particularly crystal methamphetamine.

A number of theatre productions were presented throughout the region using tools such as improvisation and music to voice the dangers of crystal meth.

The local high schools and community halls served as venues for the performances of "*Cranked*", "*Meth*" and "*Protect Your Family*".



Presents

CRANKED

Resource materials regarding crystal methamphetamine have been made available for use in the community libraries and high schools. Each community library is stocked with books, DVDs, and pamphlets and each high school has a variety of information cards and brochures.

Financial Information

Balance Sheet (March 31, 2008) Operating & Loan Funds Total

Statement of Revenues & Expenses (Year End March 31, 2008) Operating & Loan Funds Total

	2008	2007		2008	2007
ASSETS			REVENUES		
Cash	\$ 488,720	\$ 588,947	Federal Gov't contribution	\$ 299,677	\$ 282,036
Investments	264,324	257,301	Interest from lonas	92,541	56,251
Accounts receivable	14,152	2,372	Adminstration billings	10,795	12,650
Interest receivable	8,228	5,481	Interest from investments	39,604	50,421
Loans receivable	1,131,239	931,794	Programs	9,605	25,395
Prepaid expenses	-	2,179	Giftware Initiative revenue	-	3,350
Due from Investment Fund	<u>48,000</u>	<u>-</u>	Loan processing fee revenue	3,829	6,307
	1,954,663	1,788,074	Write-offs recovered	300	1,605
				<u>\$ 456,351</u>	<u>\$ 438,015</u>
Capital Assets	39,106	10,264			
	<u>\$ 1,993,769</u>	<u>\$ 1,798,338</u>			
LIABILITES			EXPENSES		
Bank Indebtedness	42,234	-	Accounting & Legal	\$ 13,150	\$ 14,181
Accounts payable & accruals	21,282	23,445	Advertising	10,808	7,731
Due to Operating Fund	48,000	-	Amortization	9,829	3,630
Deferred revenue	-	3,605	Conferences & seminars	20,320	9,457
Deferred contributions	<u>7,226</u>	<u>-</u>	Giftware Initiative	-	3,383
	118,742	27,050	Insurance	3,094	3,079
Government Assistance (Loan Portfolio)	400,000	400,000	Licences, dues & Fees	1,878	2,341
	<u>\$ 518,742</u>	<u>\$ 427,050</u>	Office	29,803	27,272
			Rent	30,200	26,982
FUND BALANCE			Repairs & maintenance	7,643	7,470
Gov't Contribution	964,052	964,052	Reserve - loan write-off	45	1,916
Fund Balance	510,975	407,236	Programs	9,611	25,397
	<u>\$ 1,475,027</u>	<u>\$ 1,371,288</u>	Telephone & utilities	14,118	18,189
			Travel	11,777	13,099
			Wages & Benefits	190,336	181,870
				<u>\$ 352,612</u>	<u>\$ 345,997</u>
	<u>\$ 1,993,769</u>	<u>\$ 1,798,338</u>	EXCESS OF REVENUES OVER EXPENSES	<u>\$ 103,739</u>	<u>\$ 92,018</u>